

Rhode Island STEP Program Guidelines

The **State Trade Expansion Program (STEP)** is a national export initiative which makes matching-fund awards to states to assist small businesses in entering and expanding into international

the objectives are to increase the number of U.S. small businesses that export and to increase the value of exports by small businesses.

The **Chafee Center for International Business at Bryant University**, in partnership with the Rhode Island Commerce Corporation, has been awarded the STEP grant and will work with eligible RI small businesses to enroll them in this valuable program and assist them in receiving STEP funding to support their international sales efforts.

STEP Eligibility Requirements

- ◆ Organized and incorporated in the United States
- ◆ Registered in Rhode Island as a for-profit business
- ◆ Registered on SAM.gov to do business with the U.S. Government
- ◆ Has operations in RI
- ◆ Meets the SBA definition of a small business (see SBA
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RHODE ISLAND STEP PROGRAM ELIGIBLE ACTIVITIES

The following activities are eligible for STEP reimbursement of up to 75% except as otherwise noted.

NTE: New to Export ME: Market Expansion

Rhode Island Sponsored International Trade Events*

(virtual and in-person)

RI Trade Show booths: Eligible companies may apply to participate in a STEP-funded Rhode Island booth at select international trade shows. Company selection is through a competitive application process.

RI Trade Missions: Eligible companies may apply for 75% reimbursement of negotiated matchmaking fees.

U.S. Department of Commerce Programs*

(virtual or in-person)

Reimbursement for U.S. Commercial Service subscription services (e.g., Gold Key Service, International Partner Search, Single Company Promotion, etc.). A complete list of services and fees can be found <https://www.trade.gov/services-current-exporters>.

Maximum reimbursement: \$1,000 per project, \$5,000 per grant cycle

International Trade Shows*

(virtual and in-person)

Assistance with the cost of standard booth registration fees, booth furnishings, signage, design costs, electricity, etc. Companies may include in their total request, funding for activities in support of their participation in the trade show, including design of marketing materials, social media marketing, and shipping of samples to the show.

Foreign Trade Shows:

Maximum reimbursement: \$5,000 per show (multiple shows allowed)

Domestic Trade Shows:

Company must provide

